



Welcome to the 2013 Spring Session of Teen Court! We continue to rely on the commitment of our Teen Court juror volunteers to ensure that our program meets our goals.

Enclosed you will find our **3 page Application Form**, our **Confidentiality/Use of Electronics Agreement**, our **Code of Conduct/Dress Code**, and our **Teen Court Schedule**. Please take the time to carefully read all of these documents which outline our requirements before submitting your application. **Parent signatures are required in both places indicated on Page 2.** Please note that even if you have volunteered for a previous session, you **must** submit a new application for this 2013 Spring Session.

Because of the popularity of our Teen Court Program, we have to limit the number of volunteers that we can accept. We also have to limit the number of applicants per school, as we want to keep the juries balanced.

All applications must be postmarked or faxed by December 28, 2012. DO NOT SEND BOTH! All accepted applicants will be sent an Acceptance Email confirmation beginning January 2, 2013. It is extremely important that you **CLEARLY PRINT** your e-mail address on the application and include your telephone number. If I am unable to contact you by e-mail, you may miss your opportunity to participate in this Teen Court session! **If you haven't received your Acceptance Letter e-mail, please check your Spam folder before contacting me!**

Applications will be accepted on a first-come, first-served basis so it's wise to get your application in ASAP and not wait until the deadline!!!

Our 2013 Spring Session will consist of 10 evenings, from Wednesday January 9, 2013 through Wednesday May 22, 2013. **Additionally, we have scheduled Monday January 7, 2013 as a MANDATORY TRAINING NIGHT for NEW volunteers only.** In light of this, I ask that you take a look at the enclosed Teen Court Schedule and remember that, **in addition to the MANDATORY JANUARY 7 2013 TRAINING SESSION**, you must attend a minimum of **SEVEN** out of the **TEN** court sessions. **Please only submit your application if you know you will be able to meet the attendance requirement including the Mandatory Training Night, and agree to abide by our Dress/Conduct Code, as well as the Confidentiality/Use of Electronics Agreement.**

Please feel free to contact me should you have any questions. I can be reached at 240-777-7344, or email Georgine.DeBord@montgomerycountymd.gov.

Sincerely,

Georgine M. DeBord
Teen Court Coordinator

**MONTGOMERY COUNTY TEEN COURT
STUDENT VOLUNTEER JUROR APPLICATION
SPRING 2013 SESSION**

**THIS IS A 3 PAGE APPLICATION FORM INCLUDING THE CONFIDENTIALITY AND
USE OF ELECTRONICS AGREEMENT.**

Completed forms may be faxed to 240-777-7490 Attention: Paulette Corbit OR
mailed to: Teen Court Coordinator, States Attorney's Office, 50 Maryland Ave,
Rockville MD 20850. DO NOT DO BOTH!!!!

ALL APPLICATIONS MUST BE POSTMARKED NO LATER THAN DECEMBER 28, 2012.
CONFIRMATION OF ACCEPTANCE WILL BE E-MAILED BEGINNING JANUARY, 2013.
APPLICATIONS ACCEPTED ON FIRST COME-FIRST SERVE BASIS!!

PLEASE PRINT LEGIBLY:

Last Name _____ First Name: _____

Race _____ Sex (M/F) _____ Date of Birth _____ Age _____

Address _____

City _____ Zip _____

Required Volunteer's E-mail Address:

**(PLEASE PRINT EMAIL ADDRESS CLEARLY OR YOU MAY NOT RECEIVE YOUR ACCEPTANCE
E-MAIL!!!!)**

Have served as Teen Court Volunteer Before? _____ When? _____

Telephone (Home) _____ Other _____

School you attend _____

Grade (for school year Sept. 2012- June 2013) _____

Parent(s)/Guardian(s) Name _____

How did you hear about Teen Court?

(application continued)

Students and Parents! Please carefully read all of the information provided in your Volunteer Packet. By signing this Volunteer Application you agree to the following:

- *I have read and agree to abide by the Teen Court Dress, Conduct and Behavior Code. I understand that I will not be permitted to participate in court for the evening if my attire does not comply with the Dress Code.*
- *I understand that I will sign and be bound by the Teen Court Confidentiality/Use of Electronics Agreement. I further understand that if I am found to have broken the Confidentiality/Use of Electronics agreement, I will be dropped from the Teen Court Program and forfeit my accrued SSL hours.*
- I understand that Teen Court volunteers are responsible for their own transportation.
- I understand that I am volunteering for the Spring session that runs from January 9, 2013 through May 22, 2013.
- I understand that if I am a new volunteer, that I must be available to attend the Mandatory Training Session on Monday January 7, 2013 from 4:30p.m. – 7:30p.m. (no exceptions!!!)
- I understand that I am allowed **THREE** absences from the Teen Court sessions.
- I understand that Teen Court runs from 4:30 – 7:30 p.m., and I am required to attend the whole session, unless excused by the Coordinator.

Student Signature _____

Date _____

Parent/Guardian Signature _____

Date _____

PARENTS: Permission for Videotaping and/or Photographing

On occasion, we have been asked by various media outlets for permission to photograph and/or film Teen Court. Please read the following agreement and sign below if you agree to have your child in these photos.

“I consent to videotaping and/or photographing of my child during sessions of the Montgomery County State’s Attorney’s Office Teen Court and its release to be used for education and research by the Montgomery County State’s Attorney’s Office. I release the Montgomery County State’s Attorney’s Office and the Circuit Court of Maryland and each and all persons involved from any liability connected with the taking, recording, or publication of said court session.

I waive all rights I may have to any claims for payments or royalties in connection with use of these materials regardless of the purpose of such broadcasting. I have fully informed myself of this consent, waiver of liability, and release before signing it.”

Parent/Guardian Signature: Accept: _____

Decline: _____

Date: _____

Application Page 3 of 3

**MONTGOMERY COUTNTY TEEN COURT
CONFIDENTIALITY AGREEMENT/
USE OF ELECTRONICS AGREEMENT**

I solemnly declare that I will keep confidential any information that comes to my knowledge in the course of a Teen Court case presentation and that I will not identify directly or indirectly, either audibly or in writing, any person participating as a respondent in the Teen Court program.

I further declare that I understand, and agree to adhere to, the ban of the use of ALL electronic and communication devices in the courtroom. I understand that all electronic and communication devices must be turned off prior to entering the courtroom and may not be turned on or accessed in any way until court has adjourned.

I understand that any breach of this agreement on my part will result in my dismissal from the Teen Court Program and that any SSL hours that I have accrued for the current Teen Court session will be forfeited.

Date: _____

Volunteer Name: (Print) _____

Volunteer Signature: _____

TEEN COURT SCHEDULE
SPRING SESSION 2013

ALL TEEN COURT DATES OCCUR ON WEDNESDAY

<p style="text-align: center;">*****Monday January 7*****</p> <p style="text-align: center;">****Mandatory Training for New Volunteers Only****</p>	
January 9	January 23
February 13	February 27
March 13	March 20
April 10	April 24
May 8	May 22

CHECK IN PROMPTLY AT 4:30 P.M. AT THE 4TH FLOOR JURY LOUNGE

YOU MUST DRESS APPROPRIATELY PER TEEN COURT DRESS CODE

IN CASE OF INCLEMENT WEATHER

*WE FOLLOW THE MCPS POLICY FOR CANCELLATION OF SCHOOL AND COMMUNITY ACTIVITIES/ EVENTS. IF MONTGOMERY COUNTY SCHOOLS ARE CLOSED FOR THE DAY, OR HAVE EARLY RELEASE DUE TO WEATHER, **COURT IS CANCELLED FOR THAT EVENING***

CHECK OUR FACEBOOK PAGE OFTEN!!

*FOLLOW ONGOING COMMUNICATIONS AND SCHEDULE CHANGES ON OUR FACEBOOK PAGE AT: **MONTGOMERY COUNTY MARYLAND TEEN COURT***

DRESS CODE AND CONDUCT, BEHAVIOR

These rules and guidelines apply to respondents as well as all volunteer participants in the courtroom. It is important to remember that you are participating in a court of law and that your manner of dress and your conduct must display the proper respect for the court.

DRESS CODE – Strictly Enforced! You must adhere to avoid being sent home.

<i>YOU CAN WEAR.....</i>	<i>YOU CANNOT WEAR.....!!!!</i>
<ul style="list-style-type: none">• Dress pants, nice shirts, or blouses• Collared shirts – polo or golf type shirt• Ladies may wear dresses or skirts of acceptable length• Appropriate shoes <p>Note: Coats/jackets/sweatshirts must be left in your seat in the courtroom gallery. They cannot be worn when you are in the jury box.</p>	<ul style="list-style-type: none">• No jeans of any kind! NO EXCEPTIONS!• No T-shirts!• No hats!• No shorts or cut-offs!• No pool type flip-flop shoes! <p><u>LADIES!</u></p> <ul style="list-style-type: none">• NO TANK TOPS/SPAGHETTI STRAP shirts or other sleeveless spandex shirts!• No bare midriffs – shirt and pants/skirts must meet!• No spandex leggings or yoga pants unless worn under a skirt no shorter than your fingertip when arms are by your side.

CONDUCT and BEHAVIOR

<i>YOU MUST....</i>	<i>YOU CANNOT.....!!!!!!</i>
<ul style="list-style-type: none">• Arrive at the 4:30P start time.• Be courteous and respectful to all participants• Always pay attention to the court proceedings• Speak clearly and loudly• Keep your voices down in the jury deliberation room• Always address the judge as “Judge _____” or “Your Honor”• Remain in the courtroom once a hearing has begun.• Refrain from facial expressions, nodding/shaking your head or conduct that might indicate your agreement/disagreement with the court proceedings.	<ul style="list-style-type: none">• ALL electronic and communication devices are to be turned off prior to entering the court in the courtroom.• Cannot do homework or other work in the courtroom or jury deliberation room!• Cannot carry on private conversations in the courtroom or deliberation room!• Cannot display anger or lose your temper!• Cannot bring food or drinks to court!• Cannot chew gum in court!